

To: All Members of the EXECUTIVE

When calling please ask for:

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Date: 27 January 2023

Membership of the Executive

Cllr Paul Follows (Chair)
Cllr Peter Clark (Vice Chair)
Cllr Andy MacLeod
Cllr Penny Marriott
Cllr Mark Merryweather

Cllr Kika Mirylees
Cllr Nick Palmer
Cllr Paul Rivers
Cllr Liz Townsend
Cllr Steve Williams

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 7 FEBRUARY 2023

TIME: 6.00 PM

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the Meeting is set out below.

Yours sincerely

STEPHEN RIX

Executive Head of Legal & Democratic Services (Interim) & Monitoring Officer

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NOTES FOR MEMBERS

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

Prior to the commencement of the meeting, the Leader, Deputy Leader or an appropriate Portfolio Holder to respond to any informal questions from members of the public, for a maximum of 15 minutes.

[Questions will be taken in the order in which questioners register with the Democratic Services Officer prior to the start of question time. When read out, each question must be concluded within 2 minutes. In the event that it is not possible to give a verbal response, a written response will be provided following the meeting.]

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **MINUTES**

To confirm the Minutes of the Meeting held on 17 January 2023.

3. **DECLARATIONS OF INTERESTS**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

4. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman to respond to any questions received from members of the public for which notice has been given in accordance with Procedure Rule 10.

The deadline for receipt of questions is 5pm on Tuesday 31 January 2023.

5. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

The Chairman to respond to any questions received from Members in accordance with Procedure Rule 11.

The deadline for receipt of questions is 5pm on Tuesday 31 January 2023.

6. LEADER'S AND PORTFOLIO HOLDERS' UPDATES
7. RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEES, JANUARY 2023 (PAGES 11 - 20)
8. GENERAL FUND BUDGET 2023/24 AND MEDIUM TERM FINANCIAL PLAN (MTFP) 2023/24 - 2026/27 (Pages 21 - 92)
[Portfolio Holder: Portfolio Holder for Finance, Commercial and Assets]

This report sets out the draft General Fund Budget for 2023/24 and Medium-Term Financial Plan (MTFP) ending 2026/27. The MTFP sets out the key work streams for the Council to focus on over this period which, collectively, aim to address the significant shortfall in annual budget projected.

This report contains the following Annexes:

- Annexe 1 – draft Medium Term Financial Plan 2023/24 – 2026/27
- Annexe 2 - draft General Fund Revenue Budget Summary 2023/24
- Annexe 3 – statement of key variations by service line from the baseline 2022/23 budget
- Annexe 4 – draft Fees & Charges for 2023/24
- Annexe 5 – draft General Fund Capital Programme 2023/24
- Annexe 6 – schedule of projected General Fund usable reserves and provisions 2023/24

Recommendation

It is recommended that the Executive, after considering comments from the Resources Overview & Scrutiny Committee, makes the following recommendations to Council, to:

- i) agree a 2.99% increase in Waverley's Band D Council Tax Charge for 2023/24 with resultant increases to the other council tax bands;
- ii) agree to continue the Council's existing Council Tax Support Scheme at the current levels;
- iii) agree to a general inflationary increase to Fees and Charges for 2023/24 except for car parking charges and some exceptions as proposed in Annexe 4;
- iv) note the appropriation of garages from the HRA to General fund and approve an increase of 4% to the weekly charge for all garages from 1 April 2023;
- v) approve the General Fund Budget for 2023/24 as summarised in Annexe 2, incorporating the baseline net service cost variations included at Annexe 1 and Annexe 3;
- vi) approve the General Fund Capital Programme as detailed in Annexe 5; and,
- vii) approve the reserve movements as set out in Annexe 6.

9. HRA BUSINESS PLAN - REVENUE BUDGET AND CAPITAL PROGRAMME 2023/24 (Pages 93 - 120)

[Portfolio Holder: Portfolio Holder for Finance, Commercial and Assets]

This report sets out the proposed Housing Revenue Account (HRA) Business Plan, Revenue Budget and Capital Programme for 2023/24.

This report contains the following Annexes:

- Annexe 1 – HRA 30 Year Business Plan 2023/24 to 52/53
- Annexe 2 – HRA Business Plan Movements 2023/24
- Annexe 3 – HRA Key Budget Variances 2023/24
- Annexe 4 – HRA Fees & Charges
- Annexe 5 – HRA Capital Programme
- Annexe 6 – Housing Delivery Programme
- Annexe 7 – HRA Reserves Statement
- Annexe 8 – HRA Contracts over £100k

Recommendation

It is recommended that the Executive, after considering the comments from the Resources Overview and Scrutiny Committee, makes the following recommendations to Council, that:

1. the rent level for Council dwellings be increased by up to 4% from the 22/23 level with effect from 1 April 2023 within the permitted guidelines contained within the Government's rent setting policy;
2. the service charges in senior living accommodation be increased by 4% per week from 1 April 2023 to £20.90;
3. the recharge for energy costs in HRA properties be increased by 4% per week from 1 April 2023;
4. the revised HRA Business Plan for 2023/24 to 2053/54 as set out in Annexe 1 be approved;
5. the approval change for the fees and charges as set out in Annexe 4 is noted
6. the Housing Revenue Account Capital Programmes as shown in Annexe 5 & Annexe 6 be approved; and,
7. the financing of the capital programmes be approved in line with the resources shown in Annexe 7.
8. to deliver the works identified in the maintenance budgets it is recommended that authority is delegated to the Executive Head of Housing, in consultation with the s151 Officer, to procure and enter into contracts valued over £100,000 shown in Annexe 8

10. CAPITAL STRATEGY 2023/24 - INCORPORATING TREASURY MANAGEMENT AND ASSET MANAGEMENT INVESTMENT STRATEGY (Pages 121 - 180)

[Portfolio Holder: Portfolio Holder for Finance, Commercial and Assets]

Whilst it is a statutory requirement for local authorities to produce an annual Capital Strategy it is also a best practice approach to longer-term strategic planning and investment to ensure the Council's long-term priorities can be delivered as well as the day-to-day provision of services.

The Capital Strategy (Item 1) brings together the Council's detailed policies, procedures and plans relating to capital expenditure, capital financing and treasury management activity. It incorporates the Treasury Management Framework, Prudential Indicators and Asset Investment Strategy. It also gives an overview of how associated risk is managed and the implications for future financial sustainability.

Recommendation

It is recommended that the Executive, after considering comments from the Resources Overview and Scrutiny Committee, makes the following recommendations to Council:

1. That the five-year Capital Strategy for 2023/2028, incorporating the Treasury Management Strategy, Prudential Indicators and Asset Investment Strategy, is approved.
2. That Full Council delegate authority to the Executive for the financial year 2023/2024, subject to a positive recommendation from the Asset Investment Advisory Board and agreement from the Chief Executive and Strategic Director:
 - a. to bid, negotiate and complete on property acquisitions and investments in land and buildings with a total individual cost of up to £10m, subject to the decision fully satisfying all criteria and process requirements set out in this Strategy; and
 - b. to determine a funding strategy for the acquisition or investment in line with the Treasury Management Strategy; and
 - c. to appoint advisors and undertake appropriate due diligence for each property acquisition and investment proposal as necessary; and
 - d. to complete the legal matters and signing of contracts to execute the transactions referred to above.

11. PAY POLICY STATEMENT 2023/24 (Pages 181 - 192)

[Portfolio Holder: Leader of the Council and Portfolio Holder for Policy and Governance, Communications and Emergency Response]

The Localism Act 2011 (Section 39) requires all public authorities to publish an Annual Pay Policy Statement. The Council is required to adopt the Annual Pay Policy Statement each year and the Council is not legally permitted to depart from the policies set out in that statement when it considers actual decisions in relation to individuals' remuneration, including redundancy and/or severance.

Recommendation

That the Executive recommends to Council that the Pay Policy Statement for the 2023/24 financial year, attached at Annexe 1, be approved.

12. LOCAL PLAN PART 1 REVIEW (Pages 193 - 268)
[Portfolio Holder: Portfolio Holder for Planning and Economic Development]

Local Plan Part 1 (LPP1) was adopted in February 2018. There is a statutory requirement to review LPP1 within five years from its adoption (i.e., by the end of February 2023) to decide if an update to the Plan is required.

This report presents the findings of the review of LPP1 and concludes that the plan requires updating. The recommendations seek endorsement of this conclusion so that work can proceed on identifying the scope of an updated plan and the timetable for its preparation, including the approach to engaging local communities. These matters are not for determination now and will be the subject of a further report to allow the Council to consider in detail how it wishes to update its strategic policies.

Recommendation

That the Executive recommends to Full Council that:

1. Having undertaken a review of LPP1 in accordance with [regulation 10A of The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(as amended\)](#), the Council resolves that LPP1 requires updating to a greater or lesser extent. However, the Local Plan as a whole continues to provide an up-to-date statutory development plan for Waverley, which must remain the starting point for decisions on planning applications while an update is brought forward.

And, the Executive agrees that:

2. A further report on the detailed scope of the update and the timetable for its preparation is prepared for consideration by Overview & Scrutiny to allow comments and recommendations to be made prior to the presentation to Executive and Full Council. This should include the implications of a new National Planning Policy Framework (NPPF) and the emerging Levelling Up and Regeneration Bill once fully understood.
3. Budgetary provision is made to enable technical work on an updated evidence base to commence during 2023/24.
4. The budget should be reviewed in the light of the agreed scope of the update and work programme, with clear alignment and monitoring arrangements.
5. The governance journey for the update process should be clarified, to include the role of Overview and Scrutiny.

13. GUILDFORD - GODALMING GREENWAY LAMMAS LAND CROSSING OPTIONS (Pages 269 - 290)
[Portfolio Holder: Portfolio Holder for Environment and Sustainability]
[Wards Affected: Godalming Central and Ockford; Godalming Farncombe and Catteshall]

Waverley is supporting Surrey County Council (SCC) to develop a 7km long Guildford to Godalming Greenway, the spinal route of a wider Greenway network extending to Milford. Following a positive public consultation, SCC has secured full detailed design funding.

To reach the town centre of Godalming, the Greenway will have to cross the Lammas Lands. As landowner and manager of the Lammas Lands, Waverley needs to provide SCC with a preferred route that will then be put forward for detailed design, planning application, flood modelling (Environment Agency approval) and common land consent.

The purpose of this report is to:

- a. present the Executive with the consequences and risks for each of four potential options, and
- b. seek in principle approval for one of the four options for SCC to take through the next stage of design.

Recommendation

It is recommended that the Executive:

- a. Authorises SCC to proceed with detailed design and application for consents to cross the Lammas Lands using Option 3, hybrid route alignment, subject to in principle landowner permission from National Trust.
- b. Makes route approval on the basis that SCC would have the primary responsibility for route maintenance.

14. UK SHARED PROSPERITY FUND PROJECTS AND RURAL ENGLAND FUND (Pages 291 - 298)

[Portfolio Holder: Portfolio Holder for Planning and Economic Development]

The Department of Levelling Up, Housing and Communities (DULHC) allocated Waverley Borough Council £1 million of UK Shared Prosperity Fund grant in April 2022. Identifying the challenges for the local community, an investment plan was submitted to Government in July, proposing the allocation of these funds to key projects in disadvantaged areas of the borough. These 20+ projects are to be delivered by external partners. In September 2022 Department of Environment, Food and Rural Affairs (DEFRA), allocated a further £400,000 grant funding through the Rural Prosperity Fund, earmarked to support rural communities. The due diligence and approved governance journey of the proposed projects to be supported has now taken place.

This report sets out the proposed projects supported by this funding. The report seeks the Executive's approval to these projects and to agree to the Rural England Prosperity Fund being allocated to three areas of business support, and that businesses to receive the limited grant funding would be approved via a panel.

Recommendation

It is recommended that the Executive approves:

1. the projects that have gone through the governance journey required by government, engagement with MPs in addition to internal governance requirements, for the £1 million UK Shared Prosperity Fund (UKSPF) allocation to Waverley.
2. Waverley's Rural England Prosperity Fund (REPF) allocation of £400,000 is used as a continuation of the Rural Development Programme for England: [LEADER](#) Funding (2015-2020) to support Waverley's rural business community, working with Surrey County Council, Guildford BC and Tandridge DC.

15. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item(s) on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

16. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone
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523226 or by email at fiona.cameron@waverley.gov.uk**